

**CORNERSTONE PLACE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
NOVEMBER 8, 2012**

**Minutes of the Cornerstone Place Homeowner's Association, Inc. Board of Directors Meeting  
Creekstone Clubhouse Facility 22002 Eagle Meadow Drive, Katy Texas 77450**

**IN ATTENDANCE**

Anthony Adams	President
Max Hughes	Vice President
Michael Chittwood	Treasurer
Phyllis George	Secretary
John Irwin	Property Manager/Irwin Community Management

**ABSENT**

Sara Poznanski	Parliamentarian
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**GUESTS**

Sgt. Jody Higginbotham	Harris County Precinct 5 Deputy Constable
Marlene Adams	22423 Kent Falls Drive
Ed Farcas	1723 Brook Grove Drive
Loyd & Loretta Henderson	22427 Cove Hollow

**CALL TO ORDER**

Due notice of the meeting having been given, and a quorum being present, President Tony Adams called the meeting to order at 6:59 P.M. John Irwin recorded the minutes.

**APPROVAL OF MINUTES**

Director Mike Chittwood moved to approve the Association's October 11, 2012 monthly meeting minutes with the Association's Secretary Phyllis George's grammatical edits. Said Motion was seconded and unanimously approved by the Directors.

**RESIDENTS COMMENTS**

Tony Adams introduced the Board of Directors and Management to the homeowners in attendance. Ed Farcas requested an update concerning the installation of a United States Flag at the Rozier Memorial near the gazebo. After discussion the Directors requested John Irwin contact the Boy Scouts and request that they install a flag at the memorial before Sunday which is Veterans Day.

**SECURITY REPORT**

Officer Higginbotham gave a brief report concerning security in the area. Cornerstones Place remains quiet. Night shift Deputy Ted Guthrie has transferred to the County's K-9 Division to assist with training police dogs for the County; Deputy Guthrie has been replaced by Deputy Jaime Ayala.

**ADMINISTRATIVE ISSUES**

- **2013 Assessment Notices:** John Irwin advised the 2013 assessment invoices were mailed out to all homeowners of record the last week in October. Some prepayments have already been received by homeowners taking advantage of the Association's offer to pay the assessments in advance and monthly prior to the due date in January.
- **Annual Meeting:** John Irwin presented copies of the 2013 annual meeting notice and proxy for review and approval. Upon review the notice and proxy were approved with the grammatical edits made by Phyllis George. The notices and proxies will be mailed the first week in December.

**MAINTENANCE ISSUES**

- **Greenbelt/Association Perimeter Fence Maintenance:** John Irwin advised that the letters to the homeowners along the greenbelt were sent out and the overall response was in favor of cleaning the fence. After questions and comments from the residents in attendance, the Directors agreed the entire fence that faces the greenbelt should be cleaned, including the fence sections that need replacement, in order to keep the fence more uniform in appearance. The Directors approved the fence cleaning. John Irwin advised that the irrigation in the Cornerstone Municipal District greenbelt that abuts the Cornerstone Place

homeowner's fences being cleaned needs to be adjusted in order to help keep the fences clean and free of mold and discoloration.

- **Landscaping:** The Directors reviewed and discussed proposals to upgrade the irrigation and vegetation around the community monument in the esplanade at Cornerstone Place Drive. Upon review and discussion, the Directors voted to accept the proposal received from Junction Landscape for the project. The upgrades include replacement of the backflow preventer, irrigation heads/nozzles, and removal and replacement of the sago palm and other plants from the front half of the esplanade.
- **New Inserts for the Board Meeting Signs:** Tony Adams is currently working on the design layout for the new sign inserts. The design layout will be forwarded to John Irwin upon completion.
- **No Soliciting Signs:** John Irwin advised that bids for replacement of the no soliciting signs at the entrances have not yet been received from the contractors. Hopefully they will be ready by the December meeting. Other items out for bids also include repair and re-painting of the gazebo, cleaning of the playground area landscape timbers, and replacement of the playground equipment fall surface material.

#### COMMUNICATION ITEMS

- **Newsletter:** The next newsletter is scheduled to be released on November 10, 2012. Articles will include annual meeting information and Christmas Decorating Contest information.
- **Web site:** Director Phyllis George requested copies of the October Board Meeting Minutes for posting to the Web site. John Irwin agreed to forward a copy to her.

#### SPECIAL EVENTS

- **Christmas Decorations:** The Association's decorations are scheduled to be installed by Rosemary Glidden and other volunteers around the first weekend in December.
- **Christmas Decorating Contest:** Judging for the contest is scheduled to be conducted on December 22 and 23.

#### FINANCIAL REPORT

- The Association's October Financials were reviewed and approved as submitted.
- **Reserve Project/Study:** Tabled until next month.

#### LEGAL STATUS REPORT

John Irwin updated the Directors concerning the Association's collection actions. No Board action is necessary at this time.

#### DEED RESTRICTIONS

John Irwin reviewed and discussed the Association's Deed Restriction Report with the Directors. No Board action is necessary at this time.

**There being no further business, the meeting was adjourned at 8:28 P.M.**

Presented by John Irwin, Property Manager.

Minutes Approved: \_\_\_\_\_

Board Member

Date: \_\_\_\_\_

*Phyllis B. George*  
12/13/2012

